



**RULES OF THE JUDICIAL
MERIT SYSTEM
OF THE SUPERIOR COURT IN
YUMA COUNTY**



RULE 8 - PROBATIONARY PERIODS

8.01 Nature, Duration, and Purpose

- A. There shall be a probationary period for all new, transferred, promoted, or demoted employees who shall be deemed “at will” employees to the extent permitted by law. During the probationary period, a probationary employee may be dismissed from the new position for no reason or for any lawful reason at the sole discretion of the Appointing Authority. No Appeal is available to probationary employees. No evaluation shall be required prior to the dismissal. The dismissal of a promoted probationary employee shall be subject to the provision of 8.03B below. (Amended October 30, 2003)
- B. The initial probationary period will be twelve (12) months for all classified positions. No probationary extensions will be allowed. (Amended October 30, 2003)
- C. The Court Administrator, in consultation with the Judicial Management Team will review and revise the frequency and format of performance evaluations for all Classified Employees. At least one (1) evaluation will be required prior to completion of any probationary period, except for initial probation. (Amended October 30, 2003)

8.02 Probation for New, Transferred or Demoted Employees

- A. A new, transferred or demoted classified employee will serve the established probationary period and will achieve regular status, if this probation period is satisfactorily completed. (Amended October 30, 2003)
- B. If a new, transferred or demoted employee is to be dismissed during the probationary period, the employee must be given written notice of the termination by the Appointing Authority prior to the expiration of the established probationary period. (Amended October 30, 2003)
- C. In the event an Appointing Authority fails to take action per 8.02 (B) above, the employee will be considered to have attained regular status.

8.03 Promotional Probation

- A. An employee who is promoted will serve a promotional probation period of twelve (12) months in the new position.
- B. A promoted employee who fails to complete the promotional probationary period may revert to a position in the class previously occupied in the Appointing Authority's department. If there is no such vacancy in a position of the former class, the employee shall be terminated, however the employee may apply for any vacant court position for which the employee is qualified.